



6/9/08 (17)  
**TOWN OF ACTON**  
472 Main Street  
Acton, Massachusetts, 01720

## **VOLUNTEER COORDINATING COMMITTEE**

The Volunteer Coordinating Committee met May 19, 2008 and interviewed Vivek Kulkarni for the Economic Development Committee. He is a self employed CPA and would eventually like to be on the Finance Committee.

He has lived in Acton 4 years but has never attended a Town Meeting. We encouraged him to do so as he seems very interested in getting involved in Town affairs.

Jean Lane, VCC

2/27/08

~~Terna  
as liaison, Do you want to interview  
Vivek the Chair of EDC? let me  
know so I can process this person.  
Term to expire 2011.~~

~~Christine~~

VCC 4/30/08



# VOLUNTEER COORDINATING COMMITTEE

VOLUNTEER APPLICATION

## TOWN OF ACTON

472 MAIN STREET

ACTON, MA 01720

TELEPHONE (978) 264-9612

FAX (978) 264-9630

E-MAIL VCC@ACTON-MA.GOV

Residents interested in serving on a Town Board, Committee or Commission are requested to complete this form and forward it to the Office of the Town Manager at Town Hall.

(Please print or type)

Title <input checked="" type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Dr.	E-mail Address vkulkarni20@yahoo.com	Date APRIL 21, 2008
Last Name KULKARNI	First Name VIVEK	Middle Initial J.
Street Address 177 NEWTOWN RD. ACTON	Home Phone 978-263-9006	Business Phone 781-929-1753

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee or Commission that is of interest to you: ECONOMIC DEVELOPMENT  
COMMITTEE

Have you previously been a member of a Board, Committee or Commission (either in Acton or elsewhere)? If so, please list the Board name and your approximate dates of service: - NO -

Do you have any time restrictions? DO NOT KNOW YET.

Are you a U.S. Citizen? YES How long have you lived in Acton? 4 YRS. In Massachusetts? 17 YEARS

Present occupation and employer (Optional: Attach résumé)

SELF EMPLOYED AT PRESENT.

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? - NONE -

Education or special training: CERTIFIED PUBLIC ACCOUNTANT

Please list below any additional information or comments that may help in the matching of your interests with the most appropriate Board/Committee, such as civic experience, special interest/hobbies, etc.:

I WILL START WITH ECONOMIC DEV. COMMITTEE, AND AS THE TIME PERMITS, WOULD LIKE TO GET INTO FINANCE COMMITTEE

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton Community Housing  
Acton-Boxborough Cultural Council  
Aging, Council on  
Appeals, Board of  
Assessors, Board of  
Cable Advisory Committee  
Cemetery Commission  
Commission on Disabilities  
Community Preservation Committee  
Conservation Commission  
Fair Housing Committee  
Finance Committee  
Hanscom Field Advisory  
Health, Board of

Historic District Commission  
Historical Commission  
Joint Technology Advisory Committee  
Metropolitan Advisory Planning Council  
Minuteman Home Care  
Minuteman Vocational School Representative  
Personnel Board  
Planning Board  
Public Ceremonies Committee  
Recreation Commission  
South Acton Revitalization Committee  
Town Report Committee  
Transportation Advisory Committee  
Volunteer Coordinating Committee

*Thank you.* If you have questions or would like more information, please contact a member of the Volunteer Coordinating Committee. Current membership may be obtained through the Town Manager's office at Town Hall, (978) 264-9612.

The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

**VCC Interview**

Applicant Called \_\_\_\_\_  
Schedule Date & Time \_\_\_\_\_  
Recommendation \_\_\_\_\_

Board, Committee or Commission

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendation Sent \_\_\_\_\_



No openings at this time

**Appointing Body**

Selectmen / Manager / Moderator  
Interview Date \_\_\_\_\_  
Appointed Date \_\_\_\_\_  
Term \_\_\_\_\_

Member / Alternate / Associate

Member / Alternate / Associate

Member / Alternate / Associate

Member / Alternate / Associate

Notification of Appointment

Received by VCC \_\_\_\_\_

Committee Notified \_\_\_\_\_

Applicant Notified \_\_\_\_\_

# VIVEK J. KULKARNI, CPA

vkulkarni20@yahoo.com

177 Newtown Road, Acton, MA 01720 • (C) 781-929-1753 • (H) 978-263-9006

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## EXECUTIVE PROFILE

### Corporate Controller • Internal Auditor

*Financial Management • Operations • Internal Consulting • Internal Audit*

Dynamic and resourceful **Financial Professional** with a career history of strong contributions to financial reporting, operating results, strategic reorganization, internal audit and strong cross-functional team interactions. Experienced in high growth, established organizations and start up operations. Persuasive communicator with demonstrated success.

### Core Competencies

Budgeting and Forecasting	Investor Relations & Treasury Operations	Contracts Administration
Accounting & Reporting	Sales Support and Administration	Risk Management
Financial Control and Analysis	Acquisition Due Diligence	Internal Audit
Stock Option Administration	Sarbanes – Oxley Planning & Compliance	Human Resources

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## PROFESSIONAL EXPERIENCE

AYLUS NETWORKS, INC., Westford, MA

2005 – 2007

*A venture-backed start up which develops carrier-based real-time **wireless multimedia** sharing solutions enabling the mobile phone users to share live video streams during voice conversations.*

### Controller/VP, Treasurer

Set up the entire finance/accounting infrastructure, including budget/forecast and reporting systems. Managed and participated in monthly, quarterly and year-end close activities and consolidation of financial statements. Directed the establishment and maintenance of the global accounting activities, including policies, cash management, tax, treasury, compliance, financial reporting and yearly audits.

Handled complex accounting and financial matters such as 409(a) valuation, 123(R) implementation, pricing, and Software Revenue Recognition (SOP 97-2). Supervised information technology functions and budgets. Set up and administered stock option plans, and employee benefit plans.

Installed a number of vital financial control systems in cash management and important daily business operations to control and reduce monthly “cash burn rate”. Prepared all the financial policies and procedures, and successfully implemented them within the company.

Served as an advisor to the CEO and the Board on management forecasting, business performance measurement and strategic alternatives. Prepared and provided technical accounting presentations and guidance to senior management and the Board.

Coordinated with internal departments, vendors and contract manufacturers to define scope of work, required components, schedules and price/contract negotiations. Managed all the outsourced activities.

Worked closely with external auditors to ensure a fair presentation of the consolidated financial statements. Regularly communicated with outside legal counsel on variety of corporate legal matters, and the Board and investor-related matters. Formulated sales incentive compensation plans.

Managed all activities of the Board of Directors including board resolutions, minutes of the meetings, presentation of financial performance summaries and projected operating results in the Board meeting.

## VIVEK J. KULKARNI, CPA

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### **Highlights:**

- **Successfully raised \$15 million in equity (Round "B" financing), and \$4 million in bridge loan**, to finance the Company's working capital and sales activity expansion and managed the operations for 25 months on initial Round "A" financing of \$10 million, through effective cash management and operations controls.
- **Saved \$175k for the Company** by spearheading the entity set-up process, and creating the financial reporting and control structure of the subsidiaries in India, Singapore and Hong Kong.

NETSCOUT SYSTEMS, INC., Westford, MA

2004

*This publicly held company (Nasdaq:NTCT) manufactures enterprise-class performance management system that monitors and optimizes the complex, multi-tiered network-based applications*  
**Business Controls Manager**

Assisted the management in the independent assessment, objective assurance and consulting on the adequacy and effectiveness of the Company's system of internal controls, quality and integrity of financial reporting using *Great Plains system*. **Highlights:**

- **Implemented and led the Sarbanes Oxley Section 404 compliance processes**, including planning, documentation of entity-wide controls and process control structure, focusing on financial reporting related processes and controls.
- **Performed the evaluation of risk assessment to scope significant processes** for the purpose of documentation and compliance under Sarbanes Oxley Act of 2002, Section 404.
- **Documented about 12 significant processes** and made recommendations to improve the internal controls and to monitor the progress of control deficiency remediation plans.
- **Key member of the Company's ERP system selection team to integrate Company-wide business functions and to replace Great Plains with more effective system.**

CEREVA NETWORKS, Marlborough, MA

2001 – 2003

*This venture-backed startup, which developed storage systems for Internet service providers, application service providers and other data center operators, employed about 240 people at its peak.*  
**Corporate Controller, Treasurer and Secretary**

Recruited to lead re-organization, gain financial control and provide stability. Established Audit Committee within the Board of Directors and managed its activities.

Directed day-to-day finance, accounting, benefits administration (401(k), Sec. 125 plan, etc.) and all aspects of business operations, including research and development credit and revenue recognition. **Supervised a team of 6 including three directors.** Prepared monthly financial reporting package using *ORACLE system*.

Coordinated with internal departments, vendors and contract manufacturers (such as Jabil) to define scope of work, required components, schedule and price/contract negotiations. Monitored and managed all the outsourced activities.

### **Highlights:**

- Developed and implemented strategies to restructure operations and preserve cash through effective management controls, **reducing the critical cash "burn rate" by more than 50%.**

## VIVEK J. KULKARNI, CPA

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IGNITUS COMMUNICATIONS LLC, Acton, MA

1999 – 2001

*High-tech optical communications start-up company, acquired by Lucent Technologies.*

### **Controller/CFO and Treasurer**

Directed strategic planning and performed daily operations across a broad range of functional areas including capital/operating budgets, accounting and financial reporting, investor relations, board meetings, legal administration and risk management. Led human resources and information technology operations. Facilitated 100% acquisition by Lucent Technologies. Held full P&L responsibilities.

#### **Highlights:**

- Produced \$200K per year in additional interest income through prudent investments.
- *Installed a number of vital financial control systems that substantially reduced the “burn rate”* allowing the company to complete the Research and Development phase using only the funds raised in the first round of financing.
- *Performed key role in successful and efficient post-acquisition integration* of the all accounting and financial reporting aspects subsequent to the Company’s acquisition by Lucent Technologies, Inc.

BANK OF TOKYO / MITSUBISHI CAPITAL CORP., Boston, MA

1998 – 1999

*Multi-million dollar leasing arm of the Bank of Tokyo.*

### **Financial Manager, Syndication & Placement**

Oversaw financial aspects of capital leasing operations and spearheaded a number of improvement projects in financial reporting and operations. Analyzed and forecasted revenue sources. **Highlights:**

- Resolved a persistent problem in the London Branch office that presented an obstacle to year-end closing and consolidation in the enterprise application environment.

FRESENIUS MEDICAL CARE, NORTH AMERICA, Lexington, MA

1994 – 1998

*A publicly held Home care service provider and one of the largest dialysis services companies.*

### **Accounting Manager, Diagnostic Services Division (1997 – 1998)**

- Managed monthly, quarterly and yearly closings, accounting policies, financial reporting, and cash. *Supervised a staff of 11.* Ensured overall integrity of reported financial results and compliance with GAAP and internal policies and goals. Streamlined financial activities in the Diagnostic Services Division on *SAP system*, in preparation for its sale.

### **Corporate Audit Supervisor (1994 – 1997)**

- Assembled and led a highly skilled cross-functional team to resolve a significant technical problem that had produced substantial over-billing to Medicare and State Medicaid programs. *Orchestrated a compliance solution that effectively avoided substantial government penalties.*
- Supervised and proactively participated in due diligence audits for proposed acquisitions. Consistently delivered highly accurate projections (averaging 97%) in determining asset valuation and cash flow projections as the part of acquisition due diligence process.
- *Streamlined the financial operations of the Brazil subsidiary.* Established effective internal controls to monitor the overall performance of the subsidiary.

## VIVEK J. KULKARNI, CPA

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FEELEY & DRISCOLL, Boston, MA

1993 – 1994

*Public accounting firm serving tech-based, healthcare and manufacturing companies.*

### **Senior Auditor**

Supervised audit staffs and review engagements in conformance with GAAP. Analyzed financial operations and prepared related client reports and tax returns.

COOPERS & LYBRAND, Portland, ME

1990 – 1993

*One of the "Big Six" public accounting firms, which later merged with Price Waterhouse.*

### **Business Assurance Auditor**

Performed assurance audits, reviews and compilations for service-oriented enterprises, high-technology and manufacturing companies, and not-for-profit organizations, as per the GAAP and GAAS.

*Participated in acquisition asset valuation.*

## **EDUCATION**

**Certified Public Accountant**

**MS, Accounting (1990)**

**MBA, Financial Management**

**B. Com (BS), Financial Accounting**

Commonwealth of Massachusetts

Bentley College, Waltham, MA

University of Poona, India

University of Bombay, India